

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
April 19, 2000**

**CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on April 19 2000 at 7:30 P.M. by President Shkoler.

**ROLL CALL**

**Members Present:** President Al Shkoler, Secretary Robin Masters, Trustees Peggy Dinsmore; and Library Director Elizabeth Minter.

**Members Absent:** Trustees Sandra Stark and Gaeten Wood

**Others Present:** Public Services Manager Jim Roberts; Administrative Assistant Wendy Goodson; and Friend's Representative Elizabeth Spring

**EMERGENCY ACTION ITEM DECLARATION**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to declare Selection of a Representative for the Special District Workers Compensation Authority an emergency action item and place it as Agenda Item 33A.

AYES:           Dinsmore, Masters, Shkoler  
NOES:           None  
ABSTAIN:       None  
ABSENT:        Stark, Wood

**ADOPTION OF AGENDA**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to adopt the Agenda as printed.

AYES:           Dinsmore, Masters, Shkoler  
NOES:           None  
ABSTAIN:        None  
ABSENT:        Stark, Wood

**MINUTES**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to approve the Minutes of the March 16, 2000 Regular Meeting as printed.

AYES:           Dinsmore, Masters, Shkoler  
NOES:           None  
ABSTAIN:        None  
ABSENT:        Stark, Wood

**ORAL COMMUNICATIONS**

No members of the public requested to address the Board at this time.

**PRESIDENT'S REPORT**

Nothing to report at this time.

**TRUSTEE REPORTS**

Trustee Dinsmore reported that she spoke with Jan Wagner of the Placentia Yorba Linda School Board of Trustees at the Mixer on April 19. Ms. Wagner mentioned she has historic material about Placentia. Library Director recommended contacting Pat Irot to coordinate obtaining the historical material.

**LIBRARY  
DIRECTOR'S  
REPORT**

Library Director Minter reported that several staff attended a Violence in the Workplace Workshop sponsored the Yorba Linda Public Library and conducted by the Brea Police Department.

**FRIENDS REPORT**

Friends Representative, Elizabeth Spring, reported that the Friends Annual Meeting was a great success. Bill Johnson was the featured speaker. Also, Friends current membership is 282, which is an all-time high.

**FOUNDATION  
REPORT**

Library Director reported that there are new Foundation Board of Directors, Kathy Paddock and Jim Fennstermaker.

**HISTORY ROOM  
REPORT**

The History Room Project is ongoing. The City of Placentia, Placentia Library, and History Room Committee have been working diligently to assist the contractor in any way possible.

**CLAIMS**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to approve Agenda Items 11 through 14:

Nonstandard Claims in the amount of \$0.00

Claims 3888, 3889, 3890, 3891, 3892 and 3893 forwarded by the Library Director for a total of \$8,462.62.

Current Claims 3896, 3897, 3898, 3899, 3900, 3901, 3902, 3903, and 3904; and Payroll Claims 3894 and 3895 for \$45,040, for a combined total of \$116,743.02.

FY1999-00 Cash Flow Analysis through April 19, 2000 and recommendation to authorize the Orange County Treasurer to transfer \$80,000 from Fund 707 (General Fund) to Fund 702 (Equipment & Structural Repair) and \$100,000 from Fund 707 (General Fund) to Fund 706 (Bond Redemption).

**FINANCIAL  
REPORTS**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive and file Agenda Items 15 through 20:

Financial Reports for March, 2000

Office General Ledger & Check Registers for March, 2000

Acquisitions Report for March, 2000

Overdue Collection Report for March, 2000

Debit Card System Reimbursement Report for March , 2000

Gifts Report for March, 2000

AYES: Dinsmore, Masters, Shkoler

NOES: None

ABSTAIN: None

ABSENT: Stark, Wood

**GENERAL CONSENT  
CALENDAR**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive and file Agenda Items 21-28:

Building Maintenance Report for March, 2000. (Receive & File)

Personnel Report for March, 2000 (Receive, File and Ratify Appointments)

Volunteer Report for March, 2000 (Receive & File)

Circulation Report for March, 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of March 7, 2000 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Legislative Reports from the California Special District Association and the California Library Association

AYES: Dinsmore, Masters, Shkoler

NOES: None

ABSTAIN: None

ABSENT: Stark, Wood

**WINDOW  
COVERINGS  
REPORT**

Administrative Assistant reported that the window coverings estimate is less than first anticipated and the selection of the color and fabric are pending because Trustee Wood is out of town. Upon her return, a selection will be made and a work order will be processed immediately.

**LIFE INSURANCE**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to authorize payment for life insurance policy for the Library Director; and to authorize increasing the life insurance coverage for employees on the District's medical insurance program from \$15,000 to \$50,000 effective July 1, 2000; and to renew existing medical, dental, and vision coverages for Fiscal Year 2000-2001.

AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Stark, Wood

**APPLICATIONS FOR FAMILIES FOR LITERACY PROGRAM**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive & file and ratify applications for the Families for Literacy Grant Proposal for Fiscal Year 2000/2001, and the Families for Literacy Prop 10 Grant Proposal for Fiscal Year 2000-2001

AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Stark, Wood

**PART TIME LIBRARY ASSISTANT POSITION**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to authorize .50FTE Library Assistant position for the Families for Literacy program, effective June 12, 2000 with the personnel cost for Fiscal Year 1999-2000 to be paid from the Substitute Librarian expense category.

AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Stark, Wood

**PROPERTY TAX REPORT**

Library Director reported on Property Tax issues before the Courts and the California Legislature. The County Librarians have organized a legislative effort to have both the dependent and independent special district library exempted from the property tax shift. The independent special districts have been asked to be prepared to make a full legislative "push" as soon as the bill is introduced. Also, the request through the office of Assemblyman Dick Ackerman for a legislative grant of \$55,000 for a roof replacement for Placentia Library, has been forwarded to the Assembly Budget Committee. Letters in support of this request need to be sent immediately as the Library no longer has anyone in Sacramento to make personal visits to Assembly leadership on the District's behalf.

Library Director and Secretary Masters reported on the Arroyo Seco Library Network, Region IV – Library of California Membership Meeting on April 11, 2000. By the end of 2000, Placentia Library District will be

asked to join the Arroyo Seco Library Network. Ultimately this will take the place of the District' membership in the Santiago Library System which will going out of existence.

**SELECTION OF  
SPECIAL DISTRICT  
WORKERS  
COMPENSATION  
AUTHORITY  
REPRESENTATIVE**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to appoint Trustee Stark to represent the Placentia Library District at the Special District Workers Compensation Authority Board of Director's Meetings.

AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Stark, Wood

**STAFF REPORTS**

It was moved by Secretary Masters, seconded by Trustee Wood to approve Agenda Items 34-39:

Program Committee Report for March, 2000.

Children's Services Report for March, 2000.

Placentia Library Literacy Services Report for March, 2000.

Placentia Library Web Site Report for March, 2000.

Publicity Materials produced for March, 2000.

Safety Committee Minutes for March, 2000.

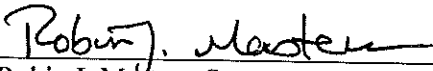
AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Stark, Wood

**AGENDA  
PREPARATION**

The May Regular Meeting will be held on May 24, 2000.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 19, 2000 adjourned at 8:52 P.M.

  
Robin J. Masters, Secretary